



**FIJI
PROCUREMENT
OFFICE**

PUBLIC PROCUREMENT TIPS

Public Procurement Practice

Open & Fair Completion

Competition is one of the elementary components of economic success. Competition is not an end in itself but plays a crucial role in promoting economic efficiency and enhancing community welfare.

When preparing your procurement documents, ensure that competition is encouraged.

WHY ENCOURAGE COMPETITION IN PROCUREMENT?

- Provides agencies a wider range of choices
- Encourages suppliers to be innovative to be on top of competitors
- Help us reduce cost
- Ensures value for money
- Provides comfort that procurement is transparent
- Provides a wide supply base to choose from in times of high demand

HOW TO PROMOTE COMPETITION IN PROCUREMENT?

1. Specification must be general in nature. Do not include brand names or use specifications from a specific product or service.
2. Encourage Small and Medium Enterprises (SMEs) to engage in fair competition for Fijian Government business. Agencies should apply procurement practices that do not unfairly discriminate against SMEs and provide appropriate opportunities for SMEs to compete
3. Ensure fairness to all suppliers. There should be no discrimination of suppliers due to their size, degree of foreign affiliation or ownership, location, or the origin of their goods and services.

DRIVERS OF VALUE FOR MONEY

The drivers can be described as the 3 E's which are Economy, Efficiency and Effectiveness.

IMPORTANT CONSIDERATIONS

1. Competition and contestability are important in achieving VFM. Attracting a wide base of suppliers including SMEs are important considerations to achieve VFM
2. Letting the market know that VFM is important alerts suppliers to offer the best